

STATE OF WASHINGTON
Departments of General Administration/Corrections (DGA/DOC) Team Program
7345 Linderson Way, Tumwater, Washington
Box 41112, Olympia, WA 98504-1112

**NOTICE TO ARCHITECTURAL AND ENGINEERING (A/E) FIRMS
REQUEST FOR QUALIFICATIONS**

The DGA/DOC Team Program invites interested A/E firms to submit qualifications for architectural and engineering design services for the project scope of work listed below.

Voluntary MWBE goals of 10% MBE and 6% WBE have been established for these projects. Achievement of the goals is encouraged. However, no minimum level of MWBE participation shall be required as a condition of contract award. The A/E's will not be penalized if they do not include MWBE participation. However, additional points will be given to A/E's based on MWBE participation identified as part of the team. The A/E firms may contact Office of Minority and Womens Business Enterprise to obtain information on certified firms for potential sub consultants.

A project information meeting will be held via WebX, on May 13, 2010, beginning at 10:00 a.m. Contact Curtis Pate at (360) 725-8359 or email Curtis.pate@doc.wa.gov for WebX instructions prior to May 13, 2010. The Project Manager will be present to give an overview of the upcoming project and to answer questions.

Submittal Requirements:

Firms desiring consideration shall submit six (6) copies of their submittal for each "Project".

Only submittals conforming to the following specifications will be considered:

- 8.5" x 11" cardstock front and back cover (Binders/Notebooks are not permitted).
- 20 sheets of paper maximum, not including cover page – (total does not include Federal 330 form)
- Printing shall be 2-sided.
- 11" x 17" foldouts permitted but limited to 2 maximum, and shall be included in the 20 page count.
- Form 330 will be provided on a CD in a word format placed in CD sleeve and attached to inside cover of each copy of submittal. Do not print the Form 330.
- You are required to provide 6 copies of your submittal for each project you are submitting for.
- The submittals should have the Project Number and Title clearly printed on the front cover. (10-356 A CI Furniture Factory)

In addition to the Project listed below, other minor unanticipated projects at the facility may be added. The Maximum Allowable Construction Cost (MACC) is offered to provide the approximate cost and is subject to change. Submittals must be received by the Team Program office, 7345 Linderson Way, Tumwater, Washington, PO Box 41112, Olympia, WA 98504-1112, ATTN.: Pebble Hernandez, no later than 2:00 p.m. on May 18, 2010. Firms selected to interview will be notified on or about May 24, 2010. Interviews will be scheduled for June 4,

2010. For process information, please contact Pebble Hernandez, (360) 725-8338, email pebble.hernandez@doc.wa.gov. For technical information, please contact Gary Myers at (360) 725-8339; email gary.myers@doc.wa.gov

The state reserves the right to accept or reject any or all submittals and to waive informalities.

Scope of Work for the Project

10-356 A: Stafford Creek Corrections Center, Aberdeen, Washington

- CI Furniture Factory MACC \$ 7,666,204
Project Manager: Gary Myers
Phone: (360) 725-8339 Email: gary.myers@doc.wa.gov

Provide pre-design services and design services for construction of a 37,250 sf furniture factory. Work will involve relocation of existing furniture factory equipment from McNeil Island Corrections Center to the new location at Stafford Creek Correction Center. This project is to meet LEED silver certification

Selection Process:

Firms will be selected in a two-phase process: Phase 1 – short-listing firms based on submitted information and Phase 2 – Oral Presentations.

Firms will be evaluated for Phase 1 on: (1) Key personnel – 25 points; (2) Relevant Experience – 25 points; (3) Work Plan – 25 points, and (4) Past Performance – 25 points. Up to 5 bonus points will be given for MWBE participation.

Prior to Phase 2, the three highest scored firms will be provided a copy of the Phase 2 scoring sheet.